

NAF PERSONNEL OFFICE (LC)
MWR & VQ little creek
VACANCY ANNOUNCEMENT

11/25/03

Does not confer to Civil Service Status

POSITION: **Marine Equipment Mechanic** ANNOUNCEMENT # **LC-85-03**
Grade: NA-8610-10
Salary: \$11.77-\$12.27
LOCATION: MWR Commercial Activities Division-Lake Bradford Rental CLOSING DATE: Open Until Filled
NAB Little Creek, Norfolk VA 23521

AREA OF CONSIDERATION: Open

NOTE: No relocation costs will be paid

(1) Position (s), Regular Full-time

Direct Deposit of salary is a condition of employment

DUTIES: Diagnose malfunctions of outboard motors to determine the source of trouble and to determine the extent of repairs. Tears down, adjusts, repairs, reassembles, and runs operational checks on all equipment. Instruct patrons in all phases of safety regulations concerning use of boats and motors. Collects fees for rental equipment and prepare daily activity reports (DAR). Determine supplies and parts needed for repair of motors. Maintain maintenance records. Repair and maintain various boats. Performs other duties as assigned.

QUALIFICATIONS: Must have thorough knowledge of outboard motors to determine the source of trouble. Must have thorough knowledge of the parts of motors, including the electrical systems. Must be able to use specialized testing equipment, such as analyzers, test benches, etc. Must be able to use reference materials, technical manuals and manufacturers manuals.

-FILING INSTRUCTIONS: Applicants must submit a completed application and preference documents to: NAF Personnel Office, NAB Little Creek, 1432 Hewitt Drive, Norfolk VA 23521.

-NOTE: Applications are available in the NAF Personnel Office. "Unless otherwise specified, all applicants must be 16 and over."

-EMPLOYMENT PREFERENCES: To claim a preference, you must submit documents as follows. Explanation and Application for preference are available at NAF Personnel Office. No preference is given unless requested and documented. ACCEPTANCE OR DECLINATION OF A POSITION ENDS ABILITY TO CLAIM PREFERENCE FOR SPOUSE OR IVS APPLICANT.

-MILITARY SPOUSE: Must attach a copy of military member's PCS orders and write SPOUSAL PREFERENCE on the front of the employment application.

- VETERAN: Attach copy of DD214

-INVOLUNTARILY SEPARATED MILITARY MEMBERS & DEPENDENTS: Must attach IVS Hiring Preference information form and one of the following: DD214 or copy of DD1173. ALL IVS PREFERENCE ARE APPROVED ONLY IF DISCHARGE/RE-ENTRY CODE MATCHES ELIGIBILITY LIST.

-ALL prior military discharged within the past 10 years must attach a copy of their DD214 showing the reason for discharge and re-entry code.

-Active Duty Military: Military regulations require that you obtain a special request authorization (NAVPERS 1336/3) prior to being accepted for outside employment. To be considered for NAF employment, you must attach a completed authorization form to all applications, and include your command POC name and phone number.

"The Department of the Navy is an Equal Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation or any other non-merit factors."

Web Site: www.nsa-norva.navy.mil

JOBS Line: 440-JOBS (5627)